

COURT REPORTER REEXAMINATION CHECKLIST

- ☐ *Application (Completed)*
 - ☐ *All questions answered*
 - ☐ *Application signed*
 - ☐ *Application dated*
 - ☐ *Supporting documents attached*
- ☐ *Fee of \$40.00 (check or money order) Enclosed*
- ☐ *2 Passport Photographs Enclosed (2 X 2 in size)*
- ☐ *Send Application Certified Mail For Confirmation That the Board Has Received Your Packet (OPTIONAL)*
- ☐ *Signed Guidelines to Bring Own Equipment (Do not return if you are only renting or bringing a typewriter.)*

SPECIAL NOTE: If you qualify to sit for the exam, you will not receive a Confirmation letter as in the past, but you will just receive a Final Notice stating your test time(s). If for any reason your application is incomplete/not accepted, you will be notified with an Incomplete/Denial Letter.